

**MINUTES OF A REGULAR MEETING OF  
THE ENVIRONMENTAL QUALITY AND  
ENERGY CONSERVATION COMMISSION**

**1. CALL TO ORDER**

The Torrance Environmental Quality and Energy Conservation Commission convened in a regular session at 7:02 p.m. on Thursday, March 6, 2014 in the West Annex meeting room at Torrance City Hall.

**2. ROLL CALL:**

Present: Commissioners Chim, Deemer, DeWitt, Martin, Montgomery, Robbins, and Chairperson Gobble.

Absent: None.

Also Present: Deputy Community Development Director Cessna, Environmental Quality Officer Colclasure, and Environmental Quality Officer Travers.

**3. SALUTE TO THE FLAG**

Commissioner Deemer led the Pledge of Allegiance.

**4. POSTING OF THE AGENDA**

**MOTION:** Commissioner Martin, seconded by Commissioner Robbins, moved to accept and file the report of the secretary on the posting of the agenda for this meeting; a roll call vote reflected unanimous approval.

**5. ORAL COMMUNICATIONS FROM THE PUBLIC**

None.

**6. APPROVAL OF MINUTES**

Minutes were not available.

**7. ENVIRONMENTAL MATTERS**

**7A. CLIMATE ACTION AND ENERGY EFFICIENCY PLAN UPDATE**

Deputy Director Cessna introduced the item and welcomed Environmental Program Specialist Sabrina Bornstein from South Bay Environmental Services Center, South Bay Cities Council of Governments (SBCCOG), and Project Manager Cheryl Laskowski from Atkins Global.

Ms. Bornstein provided a PowerPoint presentation "Energy Efficiency Plans for South Bay Cities." She reported that SBCCOG received a \$770,000 grant from Southern California Edison to draft the foundation for the Climate Action Plan, update greenhouse gas emissions, set targets for reductions, and identify energy efficiency

strategies, noting that the funding is for a sub-regional level and for 15 cities in the South Bay. She stated that consulting services firm Atkins Global began a few weeks ago and has joined SBCCOG in the Kickoff process, adding that the primary benefit of the funding is to allow them to do the scope of work in a faster, larger capacity.

Ms. Laskowski, Atkins Global, stated that an Energy Efficiency Climate Action Plan (EE CAP) is a greenhouse gases inventory for municipal operations and community wide emissions. She noted that the Plan is also a way to look at energy efficiency strategies that will reduce community impact and energy dependence, as well as providing cost savings solutions, co-benefits, and a start toward a qualified Climate Action Plan. She discussed reasons for preparing an EE CAP that include allowing cities to take local control, keeping the region economically competitive, updating emissions inventories, and getting funds to implement voluntary measures. She noted that the Plan also allows jurisdictions to utilize resources that SBCCOG and Southern California Edison offers.

She reviewed the 18-month timeline for the EE CAP, beginning with the Kickoff on February 19. She described Task 1, Assessment and Planning Report, which includes a summary of current emissions inventories and provides recommendations for updates to those inventories, projections, and reduction targets. She discussed plans to meet with a City representative next week to better understand the City's process, to hear concerns, explain the adoption process, and determine how to give the City a project that it can successfully use in the future. She noted that a draft report is anticipated in March – April, with presentation of findings on April 16, and will include an EE CAP template, prepared in Task 2, that can be used by all 15 jurisdictions.

Ms. Laskowski presented information regarding Task 3, Inventories, Forecasts, and Target Reports, that focuses on updating emission forecasts to reflect any new growth numbers, establishing reduction targets, estimating reductions from State and Federal measures, and identifying additional “gap” reductions. She noted that a draft report is anticipated in June, with presentation of findings on June 18. She reported that Task 4, EE Measure Development and Tool Framework, would take seven months to complete and is the critical piece to the process. She stated that during this task they would help the City build from existing efforts and past successes, implement programs such as Hero (Home Energy Renovation Opportunity), develop a menu of strategies, and determine level of participation. She stated that the work program would provide each jurisdiction with a tool that helps to monitor emissions over time, with a summary of measures and reductions anticipated in December – January 2015.

She reported that Task 5 is to draft the EE CAP Report and to provide a draft reporting Tool. She noted that there would be Tool trainings, with a status update presentation on February 18, 2015, and a summary of initial findings presentation and draft report presented in April 2015. She stated that Task 6, the final EE CAP Report and Tool, would incorporate comments from City staff and would refine the Tool. She noted that the final Report and Tool is anticipated in May 2015, with a summary of findings presentation on June 18, 2015. She described how Atkins Global would assist cities with Task 7, EE CAP Adoption, with a program summary presentation on August 20, 2015.

In response to Commissioner Robbins' inquiries, Ms. Laskowski stated that Atkins Global is doing EE CAP reports for each of the 15 jurisdictions in the sub-region as well as summarizing at the regional level. She explained that at this point they are asking that the City only adopt its own EE CAP.

Responding to Commissioner Montgomery's inquiry, she advised that Atkins has done numerous Climate Action Plans and has just completed an EE CAP sub-regional process for Western Riverside Council of Governments.

Commissioner Deemer inquired about the range of reduction targets and Ms. Bornstein noted that most cities are looking at being consistent with State goals. When he questioned how reductions that have already been completed, such as the Fleet, would factor in the analysis, Ms. Laskowski stated that there would be opportunities to address these during Task 4 and that 2005 would be used as a baseline. She pointed out that funding is through Southern California Edison and that inventory updates and target settings would look at transportation, water, waste, etc., but for the strategy piece of it they can only look at energy efficiency strategies.

Commissioner Gobble questioned how the City would be able to take advantage of funding opportunities to provide incentives, and Ms. Bornstein stated that they would keep staff aware of Cap and Trade and other funding opportunities.

Commissioner Montgomery stated that it would be nice to have a single clearing house to assist residents with energy efficiencies, and Ms. Bornstein indicated that his suggestion could be identified as one of the strategies.

Chairperson Gobble expressed his appreciation for the presentation and stated that he is looking forward to updates.

## **8. ORAL COMMUNICATION**

**8A.** Commissioner Martin shared information about climate change that she learned about at the SBCCOG General Assembly.

**8B.** Commissioner DeWitt stated that ExxonMobil has installed its own electrical lines and that Cities of Long Beach and Los Angeles have banned e-cigarettes in outdoor public areas.

**8C.** Staff and Commissioners briefly discussed presenters and give-aways for the June 7, 2014 Environmental Fair.

## **9. ADJOURNMENT**

**MOTION:** At 8:05 p.m., Commissioner Robbins moved to adjourn the meeting to April 3, 2014 at 7:00 p.m. in the West Annex meeting room. Commissioner DeWitt seconded the motion and, hearing no objection, Chairperson Gobble so ordered.

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Approved as submitted August 7, 2014 s/ Rebecca Poirier, City Clerk
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